

**A RESOLUTION
BY CITY UTILITIES COMMITTEE**

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO RENEWAL AGREEMENT NO. 1 WITH CLARK MAINTENANCE & SUPPLIES, INC. D/B/A CLARK TRUCK REPAIR, FOR FC-6005007949, ANNUAL CONTRACT FOR FLEET MAINTENANCE SERVICES, ON BEHALF OF THE DEPARTMENT OF WATERSHED MANAGEMENT IN AN AMOUNT NOT TO EXCEED ONE MILLION DOLLARS AND NO CENTS (\$1,000,000.00); ALL CONTRACTED WORK SHALL BE CHARGED TO AND PAID FROM FUND DEPARTMENT ORGANIZATION AND ACCOUNT NUMBER 5051 (WATER AND WASTEWATER REVENUE FUND 170407 (DWM DRINKING WATER FACILITY MAINTENANCE) 5222002 (REPAIR & MAINTENCE-EQUIPMENT) 4430000 (TREATMENT); AND FOR OTHER PURPOSES.

WHEREAS, the City of Atlanta ("City") entered into an agreement with Clark Maintenance & Supplies, Inc. D/B/A Clark Truck Repair, for FC-6005007949, Annual Contract For Fleet Maintenance Services, pursuant to Resolution 05R1362; and

WHEREAS, the original term of the agreement was for three (3) years with two (2) one (1) year renewal options at the City's sole discretion; and

WHEREAS, Clark Maintenance & Supplies, Inc. d/b/a Clark Truck Repair has performed the contracted services to the satisfaction of the Department of Watershed Management and the City; and

WHEREAS, the Commissioner of the Department of Watershed Management and the Chief Procurement Officer have recommended Renewal Agreement No. 1 with Clark Maintenance & Supplies, Inc. d/b/a Clark Truck Repair, for FC-6005007949, Annual Contract for Fleet Maintenance Services, in an amount not to exceed One Million Dollars and No Cents (\$1,000,000.00).

THE CITY COUNCIL OF THE CITY OF ATLANTA, GEORGIA, HEREBY RESOLVES that the Mayor is authorized to enter Renewal Agreement No. 1 with Clark Maintenance & Supplies, Inc. d/b/a Clark Truck Repair, for FC-6005007949, Annual Contract for Fleet Maintenance Services, on behalf of the Department of Watershed Management in an amount not to exceed One Million Dollars and No Cents (\$1,000,000.00).

BE IT FURTHER RESOLVED, that the term of Renewal Agreement No. 1 will be from November 3, 2008 through November 2, 2009.

BE IT FURTHER RESOLVED, that the Chief Procurement Officer is directed to prepare an appropriate Agreement for execution by the Mayor.

BE IT FURTHER RESOLVED, that the Agreement will not become binding on the City, and the City will incur no obligation or liability under it until it has been executed by the Mayor, attested to by the Municipal Clerk, approved as to form by the City Attorney and delivered to the Contractor.

BE IT FINALLY RESOLVED, that all contracted work will be charged to and paid from Fund Department Organization and Account Number 5051 (Water And Wastewater Revenue Fund 170407 (Dwm Drinking Water Facility Maintenance) 5222002 (Repair & Maintenance-Equipment) 4430000 (Treatment)).

Part II: Legislative White Paper: (This portion of the Legislative Request Form will be shared with City Council members and staff)

A. To be completed by Legislative Counsel:

Committee of Purview: City Utilities

Caption: A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO RENEWAL AGREEMENT NO. 1 WITH CLARK MAINTENANCE & SUPPLIES, INC. D/B/A CLARK TRUCK REPAIR, FOR FC-6005007949, ANNUAL CONTRACT FOR FLEET MAINTENANCE SERVICES, ON BEHALF OF THE DEPARTMENT OF WATERSHED MANAGEMENT IN AN AMOUNT NOT TO EXCEED ONE MILLION DOLLARS AND NO CENTS (\$1,000,000.00); ALL CONTRACTED WORK SHALL BE CHARGED TO AND PAID FROM FUND DEPARTMENT ORGANIZATION AND ACCOUNT NUMBER 5051 (WATER AND WASTEWATER REVENUE FUND 170407 (DWM DRINKING WATER FACILITY MAINTENANCE) 5222002 (REPAIR & MAINTENCE-EQUIPMENT) 4430000 (TREATMENT); AND FOR OTHER PURPOSES.

Council Meeting Date: July 21, 2008

Requesting Dept.: Watershed Management

B. To be completed by the department:

1. Please provide a summary of the purpose of this legislation (Justification Statement).

Example: The purpose of this legislation is to anticipate funds from a local assistance grant to purchase child safety seats.

THE PURPOSE OF THIS LEGISLATION IS TO AUTHORIZE APPROVAL OF RENEWAL AGREEMENT NO. 1 FOR FC-6005007949, ANNUAL CONTRACT FOR FLEET MAINTENANCE SERVICES WITH CLARK TRUCK REPAIR IN THE AMOUNT OF \$1,000,000.00.

2. Please provide background information regarding this legislation.

Example: The task force of homelessness conducted a study regarding homelessness, its impact and consequences on the City. This resolution reflects the Mayor's desire to open a twenty-four hour center that will respond to the needs of the homelessness in Atlanta.

THE PURPOSE OF THIS LEGISLATION IS TO AUTHORIZE APPROVAL OF RENEWAL AGREEMENT NO. 1 FOR FC-6005007949, ANNUAL CONTRACT FOR FLEET MAINTENANCE SERVICES WITH CLARK TRUCK REPAIR IN THE AMOUNT OF \$1,000,000.00.

3. If Applicable/Known:

- (a) **Contract Type (e.g. Professional Services, Construction Agreement, etc):** SERVICES
- (b) **Source Selection:** Competitive Bid
- (c) **Bids/Proposals Due:**
- (d) **Invitations Issued:**
- (e) **Number of Bids:**
- (f) **Proposals Received:**
- (g) **Bidders/Proponents:**
- (h) **Term of Contract:** THREE (3) YEARS WITH TWO (2) ONE-YEAR RENEWAL OPTIONS

4. Fund Account Center (Ex. Name and number): 5051 (WATER AND WASTEWATER REVENUE FUND 170407 (DWM DRINKING WATER FACILITY MAINTENANCE) 4430000 (TREATMENT)

Fund: _____ **Account:** _____
Center: _____

5. Source of Funds: *Example: Local Assistance Grant)*

6. Fiscal Impact: \$1,000,000.00

Example: *This legislation will result in a reduction in the amount of _____ to Fund Account Center Number _____.*

7. Method of Cost Recovery: WATER AND WASTEWATER REVENUE FUND

Examples:

- a. Revenues generated from the permits required under this legislation will be used to fund the personnel needed to carry out the permitting process.*
- b. Money obtained from a local assistance grant will be used to cover the costs of this Summer Food Program.*

This Legislative Request Form Was Prepared By: Gwendolyn J. Carswell, Watershed Manager, ext. 6331.

**LEGISLATIVE SUMMARY
RENEWAL AGREEMENT NO. 1**

FC-6005007949, Annual Contract for Fleet Maintenance Services

TO: CITY UTILITIES COMMITTEE

CAPTION

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO RENEWAL AGREEMENT NO. 1 WITH CLARK MAINTENANCE & SUPPLIES, INC. D/B/A CLARK TRUCK REPAIR, FOR FC-6005007949, ANNUAL CONTRACT FOR FLEET MAINTENANCE SERVICES, ON BEHALF OF THE DEPARTMENT OF WATERSHED MANAGEMENT IN AN AMOUNT NOT TO EXCEED ONE MILLION DOLLARS AND NO CENTS (\$1,000,000.00); ALL CONTRACTED WORK SHALL BE CHARGED TO AND PAID FROM FUND DEPARTMENT ORGANIZATION AND ACCOUNT NUMBER 5051 (WATER AND WASTEWATER REVENUE FUND 170407 (DWM DRINKING WATER FACILITY MAINTENANCE) 5222002 (REPAIR & MAINTENCE-EQUIPMENT) 4430000 (TREATMENT); AND FOR OTHER PURPOSES.

Committee Meeting Date: City Utilities

Council Meeting Date: July 21, 2008

Legislation Title: Annual Contract for Fleet Maintenance

Requesting Dept.: Department of Watershed Management

Contract Type: BID

Advertisement: June 19, 2005

Bids/Proposals Due: July 6, 2005

Invitations Mailed: 110

Bids/Proposals Received: 3

- (1) Clark Maintenance and Supplies, Inc. d/b/a
Clark Truck Repair *243,384.90**
- (2) **Airport Chevrolet-Deemed non-responsive
due to bidder's failure to bid on all required
services**

****Denotes the Lowest Most Responsive and Responsible Bidder.***

*****Denotes that the Bidder was non-responsive by DOP.***

(3) **Nalley Motor Truck-Deemed non-responsive due to bidder's failure to submit a bond

Contractor: Clark Maintenance and Supplies, Inc. d/b/a Clark Truck Repair

Estimated Value: \$1,000,000.00

Scope Summary: This Renewal Agreement No. 1 is to provide continued fleet maintenance services for vehicles owned and operated by the Department of Watershed Management in the City of Atlanta.

Background: Original contract was executed on November 3, 2005 and expires November 2, 2008

Amendment Agreement No. 1 execution date: TBD

Evaluation Team: Representatives from the Department of Watershed Management and the Office of Contract Compliance

Term of Contract: Three (3) years with two (2) one (1) year renewal options

Fund Account Centers: 5051 (WATER AND WASTEWATER REVENUE FUND 170407 (DWM DRINKING WATER FACILITY MAINTENANCE) 5222002 (REPAIR & MAINTENANCE-EQUIPMENT) 4430000 (TREATMENT

Prepared By: Kimberly Lyons, Contracting Officer

Contact Number: (404) 865-8521



SHIRLEY FRANKLIN
MAYOR

CITY OF ATLANTA
55 TRINITY AVENUE., SW, SUITE 5400, SOUTH BLDG.
ATLANTA, GEORGIA 30303-0324
OFFICE (404) 330-6081
FAX (404) 658-7194

DEPARTMENT OF
WATERSHED MANAGEMENT
ROBERT J. HUNTER
Commissioner

June 23, 2008

CORRECTED COPY 6/30/08-gjc

TO: Adam L. Smith, Chief Procurement Officer
Department of Procurement

FROM: Robert J. Hunter, Commissioner
Department of Watershed Management

RE: LEGISLATIVE REQUEST FOR
FC-6005007949, Annual Contract for Fleet Maintenance Services
Renewal Agreement No. 1
Contractor: Clark Maintenance & Supplies, Inc. d/b/a Clark Truck Repair

Please prepare appropriate legislation for Cycle 12 (July 21, 2008) to renew the above-referenced contract on behalf of the Department of Watershed Management, Bureau of Drinking Water.

All other terms, conditions, etc. shall remain the same. All funds shall be charged to and paid from 5051 (Water and Wastewater Revenue Fund) 170407 (DWM Drinking Water Facility Maintenance) 5222002 (Repair & Maintenance-Equipment) 4430000 (Water Administration) in the amount of \$1,000,000.00.

If you have any questions concerning this matter, please feel free to contact Gwendolyn Carswell, Watershed Manager, at (404) 330-6331.

Your assistance in this matter is requested and appreciated.

/gjc

c: Sheila Pierce, DWM
Chris Hebbard, DW
Sammy Goodson, DWM
Cathy Martin, DOP
Pati McMahon, DWM
Maisha Land-Wood, DWM
Gwendolyn J. Carswell, DWM
File



CITY OF ATLANTA

SHIRLEY FRANKLIN
MAYOR

OFFICE OF CONTRACT COMPLIANCE
55 TRINITY AVENUE, S.W. SUITE 1700
ATLANTA, GEORGIA 30303
OFFICE (404) 330-6010
FAX (404) 658-7359

MEMORANDUM

TO: Adam L. Smith, Chief Procurement Officer
Department of Procurement

FROM: Hubert Owens, Acting Director *HO*
Office of Contract Compliance

DATE: July 18, 2005

RE: Recommendation for FC 6005007949, Annual Contract for Fleet
Maintenance Services

The Office of Contract Compliance has reviewed the two (2) proposals for minority and female business enterprise participation. Both bidders are eligible under Section 2-1449(a)(2)(C) of the Equal Business Opportunity Code of Ordinances and have been deemed responsive by the Office of Contract Compliance. For your information, they have committed to utilizing AABEs, FBEs and ABEs as indicated below:

<u>Clarke Truck Repair</u>	<u>(15 Pts.)</u>
Quick Fleet Tire Sales, Inc.	AABE 20%
Veteran Radiator	FBE 5%
Marietta Wrecker	FBE 15%
Kelly Auto	ABE 5%
Participation Total	45%

<u>Airport Chevrolet</u>	<u>(15 Pts.)</u>
New Image Wrecker Service	FBE 10%
Atlanta Glass Services	FBE 10%
Campbell Cleaning Services	AABE 8%
Quick Snack	ABE 5%
Participation Total	33%

Adam L. Smith
July 18, 2005
Page 2

If you have questions, please contact me at (404) 330-6010 or Bruce T. Bell at (404) 330-6009.

CC: File
Carl Hall, DOP

TRANSMITTAL FORM FOR LEGISLATION

TO: MAYOR'S OFFICE

ATTN: GREG PRIDGEON

Dept.'s Legislative Liaison: _____ Maisha L. Wood _____

Contact Number: _____ (404) 330-6887 _____

Originating Department: _____ Department of Watershed Management _____

Committee(s) of Purview: _____ City Utilities _____

Chief of Staff Deadline: _____ July 3, 2008 _____

Anticipated Committee Meeting Date(s): _____ July 15, 2008 _____

Anticipated Full Council Date: _____ July 21, 2008 _____

Legislative Counsel's Signature: _____

Commissioner Signature: *Robert J. Hunter*

Chief Procurement Officer Signature: *G. Dan Smith*

CAPTION

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FINANCIAL IMPACT (if any): \$1,000,000.00

Mayor's Staff Only

Received by CPO: _____ Received by LC from CPO: _____
(date) (date)

Received by Mayor's Office: *Ame 7/16/08* Reviewed by: *[Signature]*
(date) (date)

Submitted to Council: _____
(date)